

TOWN OF NEW WINDSOR PLANNING BOARD
SITE PLAN CHECKLIST

ITEM

1. _____ Site Plan Title
2. _____ **Provide 4" wide X 2" high box (IN THE LOWEST RIGHT CORNER OF THE PLAN) for use by Planning Board in affixing Stamp of Approval. (ON ALL PAGES OF SITE PLAN).**

SAMPLE:



3. _____ Applicant's Name(s)
4. _____ **Tax Map Data (Section, Block & Lot). (PLEASE PUT THE TAX MAP NUMBER IN THE CORNER OF THE APPROVAL BOX ALSO**
5. _____ Applicant's Address
6. _____ Site Plan Preparer's Name
7. _____ Site Plan Preparer's Address
8. _____ Drawing Date
9. _____ Revision Dates
10. _____ Area Map Inset and Site Designation
11. _____ Properties within 500' of site
12. _____ Property Owners (Item #10)
13. _____ Plot Plan
14. _____ Scale (1" = 50' or lesser)
15. _____ Metes and Bounds
16. _____ Zoning Designation
17. _____ North Arrow
18. _____ Abutting Property Owners
19. _____ Existing Building Locations
20. _____ Existing Paved Areas
21. _____ Existing Vegetation
22. _____ Existing Access & Egress

- 23. _____ Landscaping
- 24. _____ Exterior Lighting
- 25. _____ Screening
- 26. _____ Access & Egress
- 27. _____ Parking Areas
- 28. _____ Loading Areas
- 29. _____ Paving Details (Items 25 - 27)
- 30. _____ Curbing Locations
- 31. _____ Curbing through section
- 32. _____ Catch Basin Locations
- 33. _____ Catch Basin Through Section
- 34. _____ Storm Drainage
- 35. _____ Refuse Storage
- 36. _____ Other Outdoor Storage
- 37. _____ Water Supply
- 38. _____ Sanitary Disposal System
- 39. _____ Fire Hydrants
- 40. _____ Building Locations
- 41. _____ Building Setbacks
- 42. _____ Front Building Elevations
- 43. _____ Divisions of Occupancy
- 44. _____ Sign Details
- 45. _____ Bulk Table Inset
- 46. _____ Property Area (Nearest 100 sq. ft.)
- 47. _____ Building Coverage (sq. ft.)
- 48. _____ Building Coverage (% of total area)
- 49. _____ Pavement Coverage (sq. ft.)
- 50. _____ Pavement Coverage (% of total area)
- 51. _____ Open Space (sq. ft.)
- 52. _____ Open Space (% of total area)
- 53. _____ No. of parking spaces proposed
- 54. _____ No. of parking spaces required

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**REFERRING TO QUESTION 9 ON THE APPLICATION FORM, AIS THIS PROPERTY
WITHIN AN AGRICULTURAL DISTRICT CONTAINING A FARM OPERATION OR WITHIN**

500 FEET OF A FARM OPERATION LOCATED IN AN AGRICULTURAL DISTRICT,
PLEASE NOTE THE FOLLOWING:

55. _____ Referral to Orange County Planning Dept. is required for all applicants filing AD Statement.
56. _____ A disclosure Statement, in the form set below, must be inscribed on all site plan maps prior to the affixing of a stamp of approval, whether or not the Planning Board specifically requires such a statement as a condition of approval.

APrior to the sale, lease, purchase, or exchange of property on this site which is wholly or partially within or immediately adjacent to or within 500 feet of a farm operation, the purchaser or leasee shall be notified of such farm operation with a copy of the following notification.

It is the policy of this State and this community to conserve, protect and encourage the development and improvement of agricultural land for the production of food, and other products, and also for its natural and ecological value. This notice is to inform prospective residents that the property they are about to acquire lies partially or wholly within an agricultural district or within 500 feet of such a district and that farming activities occur within the district. Such farming activities may include, but not be limited to, activities that cause noise, dust and odors.

This list is provided as a guide only and is for the convenience of the Applicant. The Town of New Windsor Planning Board may require additional notes or revisions prior to granting approval.

PREPARER'S ACKNOWLEDGMENT:

THE PLAT FOR THE PROPOSED SITE PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THIS CHECKLIST AND THE TOWN OF NEW WINDSOR ORDINANCES, TO THE BEST OF MY KNOWLEDGE.

BY: _____
Licensed Professional Date

⌘ ⌘ ⌘ ⌘ ⌘ ⌘ PLEASE NOTE: ⌘ ⌘ ⌘ ⌘ ⌘ ⌘

THE APPLICANT OR THEIR REPRESENTATIVE IS RESPONSIBLE TO KEEP TRACK OF ALL EXPIRATION DATES FOR ANY AND ALL APPROVALS GRANTED TO A PROJECT. EXTENSIONS MUST BE APPLIED FOR PRIOR TO EXPIRATION DATE.